



VERICANT

Assessment Manager

Position description:

You will manage a team of raters to deliver the Spoken English Evaluation (SEE) - a communications and language assessment of Vericant Video Interviews. You will be responsible for recruiting, hiring, and training a team of raters to ensure continued quality of service for Vericant's SEE product and work closely with the Interview Team to ensure successful and timely delivery of the SEE score. You will contribute directly to the scalability and success of the product as the company grows.

Location: Beijing

Reports to: Interview & Assessment Product Manager

About Vericant:

Vericant partners with US high schools / colleges to identify best-fit Chinese applicants via verified video interviews, proctored writing samples, and spoken English evaluation.

The Vericant Behavioral Interview provides admission officers with a fast and effective way to evaluate their applicants. A fast-growth company, with a diverse and talented team, we have quadrupled since our founding in 2011.

Benefits:

- Continual professional growth and promotion as company grows
- Work in cross-functional teams as part of a dynamic start-up
- Develop strong management skills leading small and medium sized teams
- Help build a business that makes a positive impact on the international education industry
- China visa provided

Chief Responsibilities:

- Recruit, hire and train a team of raters
- Manage the rating team to ensure timely delivery of SEE scores to high quality standards
- Work with the Tech team to continue development of online SEE management tools
- Improve SEE product management processes

Essential Qualifications:

- 2 years or more professional experience
- Highly effective written and verbal communication skills
- Excellent demonstrated teamwork ability and strong interpersonal skills
- Strong conceptual and analysis skills
- Prior experience managing small teams or projects
- Attention to detail and excellent organization skills
- Ability to take initiative and work independently
- Highly motivated and demonstrates professionalism
- Highly effective at getting things done
- Native English speaker

Desired Qualifications:

- Excellent time-management skills
- Innate desire for self-improvement and quick learner
- 2 years of management experience
- Experience working in mainland China and demonstrated ability to work cross-culturally
- Demonstrated tech savvy
- Ability to work in unpredictable and fast-growth environment
- Interest in the following: English, admissions, education, communication skills, language use, psychometrics, and international education trends

To Apply: Please complete the [Vericant Career History Form](#) and submit to Angela Sun at angela.sun@vericant.com, with a resume and brief cover letter. Please use as your email subject: "Application: Assessment Manager." We will contact those with **complete applications** for interviews.